



Funding the Republic

PURCHASE ORDER
BUREAU OF THE TREASURY
 Intramuros, Manila
 Telefax No.: 524-7008



Supplier :	CL SIA TRADING	P.O. No. :	2025-03-0040
Address :	23 Hungary St., Better Living Subd., Parañaque City	Date :	March 17, 2025
Contact No.:	0917-5890727; 8275-9963	Mode of Procurement :	Negotiated Procurement
Email Add.:	clsiatrading@gmail.com		
TIN:	211-517-441-00000		

Gentlemen:

Please proceed with the Supply and Delivery of Various Office Equipment in the amount of Php16,500.00 (VAT inclusive) following the terms and conditions contained herein:

Place of Delivery :	Ayuntamiento Building, Intramuros, Manila	Delivery Term:	Within Thirty (30) calendar days from the receipt of approved PO
Date of Delivery:	-	Payment Term :	30 days

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	SUPPLY AND DELIVERY OF VARIOUS OFFICE EQUIPMENT , composed of the following:	1	-	-
	piece	Binding and Punching Machine	1	8,000.00	8,000.00
	piece	Push Cart	1	8,500.00	8,500.00
		---Nothing Follows---			
		Reference: PR No. 2025-01-0030 For the NGDAD			
		TOTAL			16,500.00

(Total Amount in Words): SIXTEEN THOUSAND FIVE HUNDRED PESOS AND (00/000)

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

ATTY. RAYMUNDO U. TAN (Sgd.)
Signature over Printed Name of Authorized Official

Director III, Administrative Service
Designation

Date

Fund Cluster : _____
Funds Available : _____

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____

ROWENA R. GAMBIA (Sgd.)
Signature over Printed Name of Chief Accountant/Head of
Accounting Division/Unit